

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

43556

Agenda Number

23.

Meeting Date:

April 23, 2015

Department:

Purchasing

## Subject

Authorize award, negotiation, and execution of a 12-month contract with PROSOURCE TECHNOLOGIES, LLC, or another qualified offeror to Request for Proposal EAD0121, for a disaster planning and recovery consultant for the Economic Development Department in an amount not to exceed \$140,000.

## Amount and Source of Funding

Funding in the amount of \$140,000 is available from the 2014 Homeland Security Grant Program within the Fiscal Year 2014-2015 Operating Budget Special Revenue Fund of the Homeland Security and Emergency Management Office.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:

Best-evaluated proposal of seven proposals received.

Prior Council Action:

September 8, 2014 - Council adopted the approved FY 2015 Budget

For More Information:

Erin D'Vincent, Senior Buyer Specialist, 512-972-4017

Boards and Commission Action:



Related Items:

MBE / WBE:

This contract will be awarded in compliance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. Per the City's Small and Minority Business Resources Department, no subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

## Additional Backup Information

The City has comprehensive plans for disaster preparedness, response, and recovery with its public sector partners; however the City's Homeland Security and Emergency Management (HSEM) and Economic Development Departments (EDD) recognized dedicated efforts were needed to integrate Austin's private and nonprofit sectors into its emergency plans. EDD and HSEM successfully applied for a grant from the Texas Homeland Security State Administrative Agency to identify and address such gaps. City staff seeks the services of professional consultants to bring national best practices to local planning, preparedness, and recovery efforts.

Although Austin may be known as "the Live Music Capital of the World," the local economy is diverse. Its creative class includes gamers, filmmakers and foodies, and major employers are both private and public, such as Samsung, Dell, Whole Foods, the University of Texas's flagship campus, and the State Capitol. Yet more than 80 percent of Austin businesses employ less than 20 people. Recent natural disasters, such as the Bastrop County fires and Onion Creek flood, highlight the need to actively involve the private and nonprofit sectors in community-wide plans and training for emergency preparedness and recovery.

After assessing local community needs, the selected consultant will develop the City's first Business Recovery Plan targeting private and nonprofit businesses of all sizes based on best practices. With City staff oversight, the selected consultant will create and conduct educational trainings/forums to help businesses understand the importance of disaster preparedness and connect them to respected resources on disaster planning, response and recovery. The consultant will also train City staff so that such outreach and education to the business community may continue, as needed. The consultant will also submit a report with recommendations on how the City can develop sustainable activities that engage key business community leaders in area disaster planning, response, and recovery operations.

The proposals were evaluated by a team comprised of individuals from EDD, HSEM, and the Health and Human Services Department. The evaluation team recommended ProSource Technologies, LLC as the best proposer based on: experience of the company, project manager and proposed team, project approach and understanding of critical issues, project plan and project management structure, cost, and local business presence.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

All activities under this contract must be completed by March 2016 to coincide with the grant deadline.

MBE/WBE solicited: 3/8

MBE/WBE bid: 0/1

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. 184 notices were sent including three MBEs and eight WBEs. Seven proposals were received with no response from the MBEs.

#### **APPROVAL JUSTIFICATION**

- a. Best-evaluated proposal of seven proposals received.
- b. The Purchasing Office concurs with the Economic Development Department's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.

